

1 **Minutes 11/30/2015**

2 **Jericho Fire Services Task Force Meeting**
3 **November 30, 2015 7:00 PM**
4 **Jericho Town Hall, 67 Vermont Route 15**
5

6 **Members Present:** Chris Corbin, Frank Fisler, Chuck Lacy, Matt Thomson, William Bresee
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8 **Others Present:** None
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10 The meeting was called to order by Matt Thomson at 7:00 PM
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12 **1. Public Comment**

13 No public in attendance.
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15 **2. Minutes.**

16 The minutes of 11/02 were approved with the addition of the summary financial spreadsheet by
17 M. Thomson.
18

19 **3. Meeting Goals**

20 Review the information received at the 11/02 meeting with the UJFD. Determine the
21 organizations that the Task Force will meet with to draw comparisons. Develop a draft version
22 of a report to use as a foundation for continued task force progress.
23

24 **4. Panel Input**

25 The following items were reviewed from the 11/02 meeting, which are issues that the Task
26 Force believes will need further discussion and/or action:
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- 28 - UJFD has not actually declared that there is a conflict of interest regarding possible
29 influence from Clark's Truck Center on the apparatus purchase decisions. As a non-
30 profit, a conflict of interest needs to be declared, and an explanation of how a conflict is
31 avoided needs to be provided. This has not occurred.
- 32 - The UJFD are very knowledgeable of their budget process and expenses however their
33 organization of charting of accounts could benefit from future changes. Expertise is
34 needed in this field. While their pennies are well spent, their financial statements are
35 not easily followed.
- 36 - The Task Force will need to have an understanding from UJFD on the actual annual
37 payroll expenses per person. Currently UJFD shows averages.
- 38 - The Task Force will need to have a complete understanding of all payroll, benefit, and
39 equipment costs for the FTE.
- 40 - The Task Force believes that a better understanding of the financial and time
41 commitment providing emergency medical services needs to be provided with actual
42 time and money figures.
43

44 **5. Discussion**

45 The Task Force reviewed a draft version of an interim report to the select board, updating them
46 on the progress of the project. Discussion ensued and a decision was made on the content of a
47 interim report that is to be issued to the select board. MT to handle.

48 CL will begin working on a draft report, for all members to review and build upon.

49

50 CC and WB will meet with the Charlotte Fire Department.

51

52 MT and WB will meet with the Hinesburg Fire Department

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54 **6. Next Meeting**

55 The next Task Force meeting will be held on Monday 04 January 2016 at the Jericho Town Hall

56 starting at 7:00 PM. THIS MEETING WAS RESCHEDULED TO 11 JANUARY 2016.